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Robert Anderson  
Administrator

Meeting Minutes

**STATE BOARD OF BUILDING REGULATIONS AND STANDARDS**  
**BUILDING OFFICIAL CERTIFICATION COMMITTEE**

*Sturbridge Public Safety Building*  
*Sturbridge, MA*

*August 6, 2014 9:00 a.m.*

Meeting called to order by the Chairman at 9:20 a.m. followed by roll call:

1. Roll Call

a. Donald R. Torrico, Chairman	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
b. Michael Clancy, Vice Chairman	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
c. Jeff Richards	<input type="checkbox"/> present	<input checked="" type="checkbox"/> absent
d. Bonnie Weeks	<input type="checkbox"/> present	<input checked="" type="checkbox"/> absent
e. Andrew Bobola	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
f. Chris Clemente	<input type="checkbox"/> present	<input checked="" type="checkbox"/> absent
g. Roger Fuller	<input type="checkbox"/> present	<input checked="" type="checkbox"/> absent
h. Peter McLaughlin	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
i. Bill Horrocks	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent

Guest Present:

Kimberly Spencer, DPS

2. The minutes from the last meeting on **July 2, 2014**, were reviewed by members present; **MOTION** to approve these minutes was made by **Andy Bobola**, seconded by **Michael Clancy**. **Bill Horrocks abstain**

A. On July 8, 2014, at their regular meeting, the Board of Building Regulations and Standards approved the July 2, 2014 meeting minutes.

### 3. Application for Certification Packets

- a. On a **MOTION** by Michael Clancy and seconded by Andy Bobola it was unanimously **VOTED** to approve the application **Terry Avery** (Town of Amherst) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3 and passed the requisite examinations. (BO-1919)
- b. On a **MOTION** by Peter McLaughlin and seconded by Andy Bobola it was unanimously **VOTED** to approve the application for **Benjamin Burlingame** (No Affiliation) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3 and passed the requisite examinations. (BO-1920)
- c. On a **MOTION** by Michael Clancy and seconded by Peter McLaughlin it was unanimously **VOTED** to approve the application for **Casey Burlingame** (Town of Oakham) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3 and passed the requisite examinations. (BO-1921)
- d. On a **MOTION** by Bill Horrocks and seconded by Andy Bobola it was unanimously **VOTED** to approve the application for **Robert Frederico** (Town of Northborough) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3 and passed the requisite examinations. (BO-1922)

### 4. Examination Approval Packets

- a. On a **MOTION** by Michael Clancy and seconded by Peter McLaughlin it was unanimously **VOTED** to grant the request of **Clifford Bassett (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Bassett meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- b. On a **MOTION** by Michael Clancy and seconded by Peter McLaughlin it was unanimously **VOTED** to grant the request of **Thomas Evers (Town of Orleans)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Evers meets the minimum qualifications set forth by the BBRS for said position of inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- c. On a **MOTION** by Peter McLaughlin and seconded by Bill Horrocks it was unanimously **VOTED** to grant the request of **Aaron Goff (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Goff meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- d. On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was unanimously **VOTED** to DENY the request of **Paul Kelley (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. The Committee had requested Mr. Kelley to submit additional information on his *supervisory* experience and as of July 31, 2014 additional information was not received for review.
- e. On a **MOTION** by Andy Bobola and seconded by Bill Horrocks it was unanimously **VOTED** to grant the request of **Mark Kruzel (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. Based on fourteen years as owner and partner Mr. Kruzel meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- f. On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Robert Lister (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Lister meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- g. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Nelson Miller, Jr. (No Affiliation)** for approval to take the required exams to become certified as a

building code enforcement official. Mr. Miller meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.

- h. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Craig Powers (City of Malden)** for approval to take the required exams to become certified as a building code enforcement official. Based on 1999 – 2005 Powers Construction Mr. Powers meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- i. On a **MOTION** by Peter McLaughlin and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Stanley Tenters (City of New Bedford)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Tenters meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- j. On a **MOTION** by Michael Clancy and seconded by Peter McLaughlin it was unanimously **VOTED** to DENY the request of **Karl Vigeant (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Vigeant does not meet the minimum qualifications of possessing at least five years supervisory experience in building construction or design nor does he have a degree in a field related to building construction or design set forth by the BBRS defined by MGL c 143 § 3. Therefore Mr. Vigeant was not granted permission to proceed with the required examination process.

#### 5. New Employee Report Form Packets

- a. On a **MOTION** by Michael Clancy and seconded by Peter McLaughlin it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Scott Barbato** newly appointed to the position of **Building Commissioner** for the Town of Freetown.
- b. On a **MOTION** by Andy Bobola and seconded by Peter McLaughlin it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Casey Burlingame** newly appointed to the position of **Local Inspector** for the Town of Oakham.
- c. On a **MOTION** by Bill Horrocks and seconded by Peter McLaughlin it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Michael Casaceli** newly appointed to the position of **Local Inspector** for the City of Marlborough. Appointed July 21, 2014 and not certified as a local inspector. Mr. Casaceli was previously appointed to the City of Marlborough March 28, 2012 and was granted one extension; therefore Mr. Casaceli will need to be certified by September 30, 2014. (BO-1925)
- d. On a **MOTION** by Bill Horrocks and seconded by Peter McLaughlin it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Richard Colantouni** newly appointed to the position of **Interim Building Commissioner** for the City of Marlborough.
- e. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Frank DeFelice** newly appointed to the position of **Building Commissioner** for the Town of Carver.
- f. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **David Gagne** newly appointed to the position of **Local Inspector** for the Town of Clarksburg. Appointed, July 9, 2014, and not certified as local. Twelve month grace period expires July 31, 2015. (BO-1916)
- g. On a **MOTION** by Bill Horrocks and seconded by Peter McLaughlin it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **William Girard** newly appointed to the position of **Building Commissioner** for the Town of Middlefield.
- h. On a **MOTION** by Michael Clancy and seconded by Peter McLaughlin it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Michael Mendoza** newly appointed to the position of **Building Commissioner** for the Town of Mashpee.
- i. On a **MOTION** by Bill Horrocks and seconded by Andy Bobola it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Joseph Mikielian** newly appointed to the position of **Inspector of Buildings** for the Town of Oakham.

- j. On a **MOTION** by Bill Horrocks and seconded by Andy Bobola it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Mike Perkins** newly appointed to the position of **Local Inspector** for the Town of Westwood. Appointed, June 30, 2014, and not certified as local. Twelve month grace period expires June 30, 2015. (BO-1926)
- k. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Craig Powers** newly appointed to the position of **Local Inspector** for the City of Malden. Appointed, July 28, 2014, and not certified as local. Twelve month grace period expires July 31, 2015. (BO-1927)
- l. On a **MOTION** by Andy Bobola and seconded by Peter McLaughlin it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Michael Ruprecht** newly appointed to the position of **Local Inspector** for the Town of Kingston. Appointed, July 15, 2014, and not certified as local. Twelve month grace period expires July 31, 2015. (BO-1928) **Michael Clancy abstain**
- m. On a **MOTION** by Bill Horrocks and seconded by Andy Bobola it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Kyle Scott** newly appointed to the position of **Inspector of Buildings** for the Town of Hatfield.
- n. On a **MOTION** by Bill Horrocks and seconded by Peter McLaughlin it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Kyle Scott** newly appointed to the position of **Local Inspector** for the City of Northampton.
- o. On a **MOTION** by Bill Horrocks and seconded by Peter McLaughlin it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Stanley Tenters** newly appointed to the position of **Local Inspector** for the City of New Bedford. Appointed, July 7, 2014, and not certified as local. Twelve month grace period expires July 31, 2015. (BO-1923)
- p. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Robert Vogel** newly appointed to the position of **Local Inspector** for Town of Scituate. Appointed, July 7, 2014, not certified as a local. Twelve month grace period expires July 31, 2015. (BO-1924)

#### 6. Extension Requests to be Certified Packets

- a. On a **MOTION** by Bill Horrocks and seconded by Andy Bobola it was unanimously **VOTED** to DENY the request of **Steven Ciambelli (City of Revere)** for an extension of time to become certified as an Local Inspector. Mr. Ciambelli is currently in violation of R7.1.7.4-5 and R7.1.7.4-2. Mr. Ciambelli must request a hearing if he would like to remain in the position of local inspector for the City of Revere.
- b. On a **MOTION** by Michael Clancy and seconded by Bill Horrocks it was unanimously **VOTED** to grant the request of **Glenn Hathaway (City of Fall River)** for a first extension of time to become certified as a Local Inspector. Said extension shall expire January 31, 2015.
- c. On a **MOTION** BY Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to reopen the previous extension request reviewed on January 8, 2014 and grant the request of **Bruce LaBoffa (City of Worcester)** for a third extension of time to become certified as a Local Inspector. Said extension shall expire January 31, 2015. The committee referred to R7.1.7.4.5 which does not say the Committee is required to only grant a 6 month extension; the Committee may grant any length of time for an extension.
- d. On a **MOTION** by Bill Horrocks and seconded by Peter McLaughlin it was unanimously **VOTED** to DENY the request of **Jeffrey Viner (Town of Dalton)** for an extension of time to become certified as an Local Inspector. Mr. Viner is currently in violation of R7.1.7.4-5. Mr. Viner must request a hearing if he would like to remain in the position of local inspector for Town of Dalton.



7. **New Business / Additional Business / Other matters as not reasonably anticipated 48 hours in advance of meeting**

- a. The following Conditional Building Inspectors have not responded to a letter sent reminding they are beyond their respective grace periods in becoming certified

- (a) Michael Lutrzykowski
- (b) Ilir Papa
- (c) Richard Travers

(a) On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was unanimously **VOTED** to schedule a hearing for **Michael Lutrzykowski (City of Salem)**. Mr. Lutrzykowski was appointed to the position of local inspector October 13, 2011 and was granted one extension which expired April 31, 2013. Mr. Lutrzykowski is currently in violation of R7.1.7.4-5.

(b) On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was unanimously **VOTED** to schedule a hearing for **Ilir Papa (City of Everett)**. Mr. Papa was appointed to the position of local inspector November 14, 2012 and his twelve month grace period expired November 30, 2013. Mr. Papa is currently in violation of R7.1.7.4-5 and R7.1.7.4-2.

(c) On a **MOTION** by Andy Bobola and seconded by Peter McLaughlin it was unanimously **VOTED** to schedule a hearing for **Richard Travers (Town of Rutland)**. Mr. Travers was appointed to the position of inspector of buildings June 27, 2011 and was granted one extension through December 31, 2013. Mr. Travers is currently in violation of R7.1.7.4-5.

- b. Kenneth Lanzilli follow-up: received of copies of exam results for B1 – October 4, 2013 and B2 – June 26, 2014.

## 8. Review Application for Continuing Education

The continuing education submitted was reviewed by members present; **MOTION** to approve was made by **Andy Bobola** and seconded by **Michael Clancy**. MOTION passed by unanimous vote.

(\*) Courses previously approved

Name	Date	Course Description	CEU's	Cat	Course Number
Joe Sansoucy	6/2014	CET IECC 2012 Overview	2.5	1	C-2463
FEMA	5/2014	National Fire Academy - FEMA - Commissioning New Occupancies	6.0	1	C-2428*
Scott Shippey	6/20/2014	Lead-Safe Renovator Supervisor	4.0	1	C-2114*
Harold Leaming	2014	Inspector of Buildings Prep Course	10.0	1	C-016A*
BOWM	1/15/2014	Simpson Strong-tie GHR Training on Code Compliant Deck Construction	6.0	1	WM-0114
District 11	6/25/2014	Zoning Chapter 9	1.0	2	D11-0614
	5/20/2014	Chapter 1 IBC	3.0	2	D11-0514
	7/22/2014	Egress Window Requirements	3.0	2	D11-0714
ICC	9/2014	2014 Annual Conference - Fort Lauderdale, FL	10.0	1	IC-187
District 12	7/30/2014	110 R5 CSL Requirements	3.0	1	D12-0714
CSG	7/30/2014	2012 IECC Webinar	1.5	1	C-2464
Mike Giampietro	7/25/2014	OSHA 500 Train the Trainer	10.0	1	C-1725*
District 1	7/24/2014	Frost Protected Foundations	3.0	1	D1-0714
NEBOEA (UMASS)	10/6/2014	48 <sup>th</sup> Annual 3 Day Conference	1.5 per course	1	C-2465
	10/7/2014				C-2466
	10/8/2014				C-2467
Mathias Mulvey	7/24/2014	Better Building Codes: Demanding Minimum Construction Practices - It's the Least We Can Do! Webinar offered by NIBS	1.0	2	C-2468
Richard Bosini	7/21/2014	Electricians CEU	2.0	2	C-2338*
	8/30/2014	Inspector of Wires Certification	0		
	4/6/2014	NFPA 70E Elec Safety	0		

Next meeting scheduled for **September 3, 2014, Sturbridge Public Safety Building, Sturbridge, MA**

## Exhibit List

1. Review Applications for Certification
  - a. Application packet for Terry Avery
  - b. Application packet for Benjamin C. Burlingame
  - c. Application packet for Casey J. Burlingame
  - d. Application packet for Robert Frederico
2. Review Examination Approval
  - a. Application packet for Clifford Bassett
  - b. Application packet for Thomas Evers
  - c. Application packet for Aaron Goff
  - d. Application packet for Paul Kelley
  - e. Application packet for Mark Kruzel
  - f. Application packet for Robert Lister
  - g. Application packet for Nelson Miller, Jr.
  - h. Application packet for Craig Powers
  - i. Application packet for Stanley Tenters
  - j. Application packet for Karl Vigeant
3. Review New Employee Report Forms
  - a. Application packet for Scott Barbato
  - b. Application packet for Casey Burlingame
  - c. Application packet for Mike Casaceli
  - d. Application packet for Richard Colantuoni
  - e. Application packet for Frank DeFelice
  - f. Application packet for David Gagne
  - g. Application packet for William Girard
  - h. Application packet for Michael Mendoza
  - i. Application packet for Joseph Mikielian
  - j. Application packet for Mike Perkins
  - k. Application packet for Craig Powers
  - l. Application packet for Michael Ruprecht
  - m. Application packets for Kyle Scott
  - n. Application packet for Stanley Tenters
  - o. Application packet for Robert Vogel
4. Review Request for Extension
  - a. Application packet for Steven Ciambelli
  - b. Application packet for Glenn Hathaway
  - c. Application packet for Bruce LaBoffa
  - d. Application packet for Jeffrey Viner
5. New Business / Additional Business / Other matters not reasonably anticipated 48 hours in advance of meeting
  - b. The following Conditional Building Inspectors have not responded to a letter sent reminding they are beyond their respective grace periods in becoming certified
    - (a) Michael Lutrzykowski
    - (b) Ilir Papa
    - (c) Richard Travers
6. Review Applications for Education Credit